

LOCAL EMERGENCY PLANNING COMMITTEE
Knox County EMA- 301 Park St.-Rockland, ME 04841
Web Site: www.knoxcountymaine.gov/ema

12 5 2017 LEPC Meeting

The meeting was called to order at 1030 hrs. by Andrew Hart, Chair of LEPC and County Administrator.

Meeting Attendees:

Ray Sisk	Knox Cty. EMA Director	Linwood Lothrop	KRCC- Director
Laurie Beckwith	PBMC	Robin Faulkner	Lonza
Peta vanVuuren	RDNA	Peter Beal	Lyman Morse
Andrew Hart	Knox County Administrator	Donna Allen	Knox EMA
Candice Richards	Knox County Admin Asst	Faith Staples	SERC

The minutes of the LEPC minutes for 8/1/17 were tabled until the 2/6/18 as motioned by Linwood Lothrop and seconded by Ray Sisk. All were in favor.

Secretary's Report:

Emails from Faith Mayer: Upcoming Training - Rapid Rescue
Emails from Robert Gardner: New IAB Publication: Recommendations on Selection and Use of Personal Protective Equipment and Decontamination Products for First Responders Against Exposure Hazards to Synthetic Opioids, Including; OSHA has a new web page that puts all the Hazwoper information in one page; [serc_terc_monthly_update] October 2017 Edition; FW: [serc_terc_monthly_update] FLASH Update #2: Nov 2017
<https://www.osha.gov/SLTC/emergencypreparedness/hazwoper/index.html>; EHS planning facilities with off-site consequences; Quarry Hill And Anderson Inn Camden 2016 Tier 2 report
LEPC applications from Robin Faulkner, Lonza and Candice Richards, new EMA Admin Asst.

Treasurer's Report:

Received July 2017: LEPC Grant Reimbursements: Interest July 2017 - \$23.25; HM8073-\$903.03;

Received August 2017: LEPC Grant Reimbursements: Interest August 2017: \$22.55; HM8073-\$4343.33; HM8075 \$3856.32

Received Sept 2017: LEPC Grant Reimbursements: Interest Sept 2017: \$22.18; HM8073-\$2009.98; HM8075-\$ 2125.00

Received Oct. 2017: LEPC Grant Reimbursements: Interest Oct 2017: \$23.15; \$1844.11; HM18075: \$1850.60

Bills pd. out in July 2017: Personal Services: \$327.53; General Operating Expenses: \$27.67; HM 8049- 120.81; HM8073- \$2493.52; HM8075- \$726.00.

Bills pd out in August 2017: Personal Services: \$280.72; General Operating Expenses: \$97.07; HM 8049- \$214.50; HM 8073 -\$2469.24

Bills pd out in Sept. 2017: Personal Services: \$444.59; General Operating Expenses: \$53.92; HM18049: \$661.05; HM8073- \$2862.82; HM8075- \$6896.63

Bill pd out in Oct. 2017: Personal Services: \$350.91; General Operating Expenses: \$58.38; HM18049: \$798.76; HM18073: \$336.83; HM18075: \$1036.83

LEPC Operational Fund balance as of Oct 2017	\$ 629.08
Grant and other fund balances as of Oct. 2017	\$ 87451.75
Total balance in checkbook as of Oct 2017	\$ 88080.83

Laurie Beckwith made the motion to accept the report and Linwood Lothrop seconded the motion. All were in favor.

Training & Exercises updates:

Training updates: *Knox County LEPC has a \$6,197.46 funding commitment for responder/facility HAZMAT/Chemical Safety related training.*

Dec 5, 2017 @ 1PM	RSMS Workshop –Case Studies	Knox County EMA
Feb 14 & 15, 2018 new date	G-139 Exercise Design	Waldo County EMA
Dec 12, 2017 @ 4:30pm	ICS-402 Overview for Senior Elected officials	Rockport Town Office
Dec. 12-14, 2017	Communications Unit Leader Course	Jeff's Catering, Brewer, ME
Jan 10, 2018 @ 6-8:30-pm	Skywarn Weather Spotter Course	Knox County EMA

It was noted that the G-139 course date had been changed from December to the middle of February. The ICS-402 course on December 12th has changed locations – it will now be held at the Rockport Town Office.

Exercises

PBMC Active Threat Series-Spring 2018	PBMC Mass Casualty Exercise 12.16.17	Emergency Communications 1.13.18
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New Business:

- **2 Applications for LEPC Committee**

The applications for Robin Faulkner and Candice Richards were considered. Ray Sisk motioned to approve them. Donna Allen seconded. A vote was taken with all in favor.

- **Election of Secretary and Treasurer.**

Peta vanVurren nominated Ray Sisk to serve as Treasurer for 2018 – 2019. Peter Beal seconded. A vote was taken with all in favor.

Laurie Beckwith nominated Candice Richards to serve as secretary for 2018 – 2019. Robin Faulkner seconded. A vote was taken with all in favor.

- **Resources Available.**

Ray Sisk explained that Jeff Mercotte had asked him to go over what resources are available in EMA. Ray briefly went over some of the resources. The following are some examples that are available:

- Generators

- Training equipment
- Mobile electronic message boards
- Traffic trailer
- Communications trailer
- Portable potty
- Bullex
- Fire Extinguisher trainer

Old/Miscellaneous Business:

- **Tier 2 (Faith Staples)**

Faith handed out some information about two changes that will be different to the Tier 2 reporting this coming year. There have been some recent changes to the Tier 2 Submit software to bring it in alignment with the Global Harmonization System (GHS). Submitters will now need to report under the GHS categories.

- Faith presented Donna with a SERC coin for all her years of dedication and hard work for the Knox County LEPC. Donna thank Faith and the SERC for this beautiful coin. Donna was only the 2nd EMA Staff in Maine to receive this coin.

- **Secretary Hours (Ray Sisk)**

Ray Sisk explained that since Candice Richards has a lower hourly rate of pay than Donna Allen did, there is enough funding in 2018 to increase the LEPC hours per week from 4 hours back up to 5 hours.

- Next regular LEPC meeting will be February 6, 2017 at 10:30 AM at the Knox County EMA Office

Laurie Beckwith made a motion to adjourn. Peter Beal seconded the motion. A vote was taken with in favor.

Meeting Adjourned: 11:50 AM.

Respectfully submitted,

Donna Allen
LEPC Secretary

These minutes were approved by the LEPC on February 6, 2018